

**OC/OPSER 7327**

**Deliver to 3 C 29**

**3126-1101-1000 P**  
**10 August 1962**

1

**IBM electric typewriter, Executive  
Model C, #411, hunter green, 13-  
inch carriage, carbon ribbon attach-  
ment, Modern type, code 32**

2

LOWING THESE INSTRUCTIONS WILL EXPEDITE PROCESSING  
LIMIT REQUISITIONS TO ONE PAGE WHEN  
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PUT ITEMS WITHOUT STOCK NOS. ON SEI

REMOVE PROTECTOR SHEET BEFORE  
TYPING - PLACE AFTER TYPING

STATINTL ☐ SECRET ☐ CONFIDENTIAL ☐ UNCLASSIFIED STATINTL

NAME OF CONTACT OFFICER	OFFICE	TELEPHONE	SIGNATURE OF APPROVING OFFICER	SIGNATURE OF TECHNICAL OFFICER
		7243b		
REMARKS			, Mgmt. Staff	

See Justification Attached for Elite.		BUDGET CERTIFICATION: I CERTIFY THAT COST AUTHORIZATION AND/OR FUNDS ARE AVAILABLE. CHARGE COST CENTER INDICATED IN BLOCK ASTERISKED (*) BELOW.	
STATINTL	7/23/62	STATINTL	DATE 7/23/62

REQUISITION FOR MATERIEL AND/OR SERVICES	REQ'D. DATE 20 Jul 62	REQ'D. NO. 6805-606-68	VOU. DATE	VOU. NO.
FOR PROC. OBLIGATE ALLOTMENT NO.	REQUIRED DATE AT DESTINATION (NOT REQUIRED FOR ROUTINE REQS. ENTER DATE ONLY IF REQUIREMENT IS FIRM)	DATE PROC. ITEMS REQUIRED IN DEPOT	DATE STOCK ITEMS REQUIRED IN TRANSPORTATION	TYPE I FPA OTHER:
* CHARGE COST CENTER NO. 3124-1000-1000	To be filled from the next available shipment.		ACCOUNTABILITY TO BE ASSUMED BY STATION	

CONSIGNEE STATINTL	REFERENCE RECOMMENDED METHOD OF SHIPMENT (TRUCK, RAIL, SHIP, PLANE, OR POSTAL)	RECOMMENDED CHANNEL FOR SHIPMENT (COMMERCIAL, MILITARY OTHER)
2056		

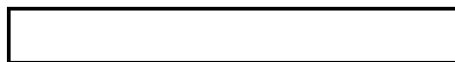
MARKING INSTRUCTIONS	PACKING INSTRUCTIONS
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SOURCE		POSTED		STOCK CONTROL REMARKS
PROC.	WHSE.	INITIAL	DATE	

ITEM NO.	STOCK NO.	EXP.	NOMENCLATURE	SC	PRICING AND EDITING DATA			
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JUSTIFICATION

The machines now being used on divided large jobs must match exactly in type as they are used for publications done on multith masters, dittos and stencils. One of these machines has become worn beyond repair and must be replaced. in the immediate future. Bookface Academic type is acceptable but there is a waiting period of from three to six months (our past experience proves that the last two ordered with Bookface Academic took five months each for delivery). These are not stocked on shelves by Logistics for quick delivery; they must come from the factory. A recent survey taken in this Staff also shows that by ordering only one machine the type may not be exactly like the other machine in the office. Even though a machine is elite it does not necessarily mean it will match another elite. The same holds true with pica. In order to be sure these machines are matching in type we are replacing both machines in the office and moving the remaining typewriter to another typist who needs it. The survey also proved that we do not have a substitute with the required carbon ribbon attachment which could be used until a Bookface academic is received. This special attachment is required as the jobs are so large a regular multith ribbon grows dim before the jobs are completed. Past experience brought complaints from higher echelons about the faded final copies received. It is felt that this is justified due to its peculiar circumstances and we request your authorization to purchase these items.



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